

## **Contract GSS498 Collision Repair Services Questions & Answers**

1. Is the bid bond waived and if not how do we determine what to pay?

**The bid bond is waived. Please reference page 14 of the RFP.**

2. Is there just 1 on-line form for us to complete + excel info since we are not minority?

**If you are not a minority or women-owned business you do not have to fill out the application. You must fill out the RFP in word and submit the pricing grid in excel format on 5 cds.**

3. Is the order of response to be as covered in 'Format for Proposal'

**Yes.**

4. On Page 5 under #2 Proposal Forms states:  
The invitation to bid shall contain pre-printed forms for use by the vendor in submitting its bid. The forms shall contain basic information such as description of the item and the estimated quantities and shall have blank spaces for use by the vendor for entering information such as unit bid price, total bid price, etc. Does this refer to the excel sheets? OR A-J pages 27-29?

**It is for the excel pricing grid-Appendix B.**

5. E. NUMBER OF COPIES WITH MAILING OF PROPOSAL:  
Five (5) copies of the Proposal shall be submitted in a sealed package clearly marked with the name of the offeror and labeled GSS498-Repair Svc. One of the copies shall be marked "Master Copy" and will contain original signatures in all locations requiring an offeror signature. The remaining four (4) copies do not require original signatures. Five (5) hard copies of your response with five (5) cds with the completed Excel files must be received.  
Are 5 copies of this entire packet - or my responses?

**The 5 copies of your response to the RFP.**

6. Should it be in a non 3 ring binder (just with pockets) or stapled together?

**It can be either. Just anything but a 3 ring binder.**

7. On page 27, Format for proposal under A. Introduction it states:  
This section prescribes the mandatory format for the presentation of a proposal in response to this RFP. Each offeror must provide every component listed in the order shown in this RFP, using the format prescribed for each component. A proposal may be rejected if it is incomplete or conditional. Does this mean we should respond to 1-55 under special provisions?

**You respond to all the detail requirements, format for proposal, and the excel pricing grid-appendix B. If there are any special provisions you do not agree with you may take exceptions to this which we may or may not reject.**

**Contract GSS498**  
**Collision Repair Services**  
**Questions & Answers-continued**

8. On page 28, Format for Proposal under D. Description of Services & Qualifications it states:

Each proposal must contain a detailed description of how the offeror will provide each of the services outlined in this RFP. This part of the proposal may also include descriptions of any enhancements or additional services or qualifications the offeror will provide that are not mentioned in this RFP. Do want this done in excel under comments?

**Yes.**